

MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION

APRIL 11, 2016

The Miami Township Board of Trustees met in work session on Monday, April 11, 2016 at the Miami Township Civic Center. Chairperson Karl Schultz called the meeting to order and led the Pledge of Allegiance. Mr. Tracy made a motion to appoint Mr. Wright as Acting Fiscal Officer, seconded by Ms. Wolff with all voting "AYE". Mr. Wright called the roll and present were Karl Schultz, Ken Tracy and Mary Makley Wolff.

Ms. Stacy Mathis and Mr. Eric George of the Milford Miami Township Drug Free Coalition came forward to give a presentation and requested the Board to implement a tobacco free policy in the Township Parks. Mr. George explained the survey they did with regards to smoking in parks showed that most people want to see a smoking ban in the parks. The Board felt it would be a good idea to push this survey out to the residents to get more feedback. Mr. George stated if the Board implemented this policy that their coalition would pay for the signs to go up in the parks.

Assistant Chief Dan Mack addressed the Board with regards to purchases for the Fire Department. The first is to purchase six (6) Dell desktop computers with monitors and a memory upgrade for each as a part of their replacement program. The cost will be \$5668.67 and was budgeted for in 2016. This will be an action item at the April 19th business meeting. The next purchase request is for carpet in Station 26. The carpet is showing its age of 8 years old. They recommend going with carpet tiles where individual tiles can be replaced instead of a whole room at a time. The carpet would cost \$16,424.79, which includes installation and would come from Flooring Foundations in Grove City, Ohio. The replacement of carpet was budgeted for in 2016. This will be an action item at the April 19th business meeting. Assistant Chief Mack advised the department started a three year repaving project to resurface the parking lots and access drives at all three fire stations. Central Station was done first and the North Station is now in need of repaving. Assistant Chief Mack is recommending the Board approve a bid from JK Meurer Corporation for the paving and concrete work at a cost of \$26,815.00. This will be an action item at the April 19th business meeting. The Board asked if they got several bids for the paving and Mr. Musselman stated they did. The Board asked if they got bids from local carpet businesses and can they contact local companies with the state bid numbers. Assistant Chief Mack stated he would speak with Chief Kelly about looking locally.

Mr. Wright advised the Recreation Department is requesting the Board grant employment to Brittany Bader, Kristen Dix and Kaitlyn Teeter as Recreation Instructor/Assistants at \$15.00/\$10.00 per hour effective March 30, 2016.

Ms. Wolff made a motion to approve the Recreation Department personnel action as presented, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the Service Department is requesting the board to grant employment to Patrick Race as a part-time laborer at \$10.70 per hour effective April 18, 2016.

Mr. Tracy made a motion to approve the Service Department personnel action as presented, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright submitted the final job description for the Township Planner position and requested the Board approve the job description and authorize advertising to fill the position.

Mr. Tracy made a motion to approve the job description for the Township Planner and to advertise to fill this position, seconded by Ms. Wolff with all voting "AYE".

Assistant Chief Mack discussed their water rescue abilities and requested the Board approve an out of Township travel request to send Jeremy Shiflett and Donald Gates to the annual Indiana River Rescue School in South Bend, Indiana May 8th through May 13th at a cost of \$2,200.00. This will be an action item at the business meeting. The Board asked to have the travel forms filled out and sent to them. Assistant Chief Mack stated he would do that.

Chief Madsen presented three bids to the Board for painting the exterior of the Police building. Chief Madsen is recommending the Board approve the bid from Volz Painting in the amount of \$3,775.00. This will be an action item at the business meeting.

Mr. Musselman presented drawings of the replacement playground equipment at Miami Meadows Park. Mr. Musselman explained the designs and requested the Board select the design they felt would be best. Both designs submitted were under the \$200,000 budget. It was noted the playground is handicapped accessible. The Board asked Mr. Musselman to bring an aerial of what the new playground would look like in our current playground location.

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Mr. Musselman submitted the list of streets he feels are in a condition that need to be taken care of first. If the bids come in low enough they will add Catherine Alley and Jackson Street. Mr. Tracy asked if he knew of the request of paving from Eagles Point and Mr. Musselman said he is aware of that request and had discussions with one of the residents.

Mr. Musselman advised all of the street name signs in the Township will have to meet the new ODOT standard for reflectivity. One subdivision asked the Township for new signs in 2017. The HOA will pay for the posts if the Township will make the signs for them. Mr. Musselman stated all Township street name signs will have to meet the new standards and would like the Trustees permission to go ahead and make the signs a little earlier for this subdivision. They would have eventually changed out these signs so there will be no cost to the Township. They would only be putting them in earlier.

Mr. Musselman advised the Board he will be requesting permission to participate in the ODOT Purchasing Program. The Board will need to adopt a resolution for this. This will be an action item at the business meeting. Mr. Musselman also noted he will have information on capital purchases and Miami Meadows Lake information at the business meeting. The Leming House HVAC has been completed and the masonry work on the Pylon sign is being worked on as weather permits.

Mr. Wright explained the Clermont County Water Resources Department is planning a waterline replacement project for the existing waterline on Wards Corner Road in front of Fire Station 27. The new waterline will need to acquire a small amount of our property in front of Station 27 and will require the adoption of a resolution. This will be an action item at the business meeting.

Mr. Wright updated the Board regarding the Miamiville Sanitary Sewer project bid noting the bid came in 26% below the engineer's estimate. The total cost to the Township would be \$692,112 after subtracting the \$49,585 that the county would pay for the difference of upsizing the diameter of the line. This construction expense of the Township can be accommodated with the revenue that we will receive over the next several years from the TIF proceeds paid for by the AIM-MRO owner. Mr. Wright will recommend the Board ask the County Commissioners to enter into a contract with Fields Excavating, Inc. for the Miamiville Sewer Extension Project at the business meeting.

Mr. Wright passed out information regarding the Station 29 bids that were received. The bids were a little higher than the architects estimate. Right now, Chief Kelly, Mr. Braun, Mr. Musselman and he are going over the three low bids. They do want to include the third apparatus bay and will be replacing the access drive. There will be a recommendation at the business meeting.

Mr. Wright reminded the Board the April 19th business meeting will be starting at 6:30 p.m. for a special promotion and badge ceremony and the Board will have a public hearing for a street lighting district that will be contested.

Public Comment: None

Ms. Wolff made a motion to go into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee or official pursuant to Section 121.22(G)(1) of the Ohio Revised Code, seconded by Mr. Tracy with all voting "AYE".

Ms. Wolff made a motion to come out of Executive Session, seconded by Mr. Tracy with all voting "AYE".

With no further business to come before the Board the meeting was adjourned at 9:55 a.m.

ATTEST: _____
Jeff Wright, Acting Fiscal Officer

Karl Schultz, Chairperson